Agency Addition

Agency Addition

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Agency Addition

Please refer the file **"Know your SuperAdmins"** from **Shikhar login page** for Product wise SPOC **(SuperAdmins)** to contact for any query resolution

Screen journey /SOP for Agency Addition in Shikhar

Agency addition

1. Login as superadmin

Axis :: Superadmin Shikhar - Goog	Je Chrome		-	83
\leftrightarrow \rightarrow C \cong shikharua	Laxisb.com/ShikharRetail/AxisHome.action	2 1	r D	:
	Superadmin Shikhar Logout () Last Account Activity : 2023-05-23 17:31:10.187		s	à
Location Configuration	Axis Home			
Users Configuration				
CIF Upload				
Unlock Users & Login Reset				
Products Configuration				
Agency Configuration				
Configure Branch/Dealer				
Assign SM to Branches				
Sms and E-Mail Configuration				
Access Rights For Reports				
Access Rights Configuration				
Checklist Configuration				
Product TAT Configuration				
Product TAT for subsequent loan				
Holiday Configuration				

2. Menu : Agency configuration

Click on Add Agency

Fill the form

Location of CPA, Application ID and agency should match for agency to be visible for given user and application ID

AXIS BANK	
Location Configuration	Manage Agency
Users Configuration	10 v records per page
CIF Upload	Add Agency
Unlock Users & Login Reset	Agency Name
Products Configuration	A N ASSOCIATES
Agency Configuration	A.K. Samantaray & Co. Pvt. Ltd.

Agency Addition

Select the required field and click save

		Manage agency Details	
Agency Name "	shreepadnew agency	Agency Type *	RCU Agency Tech Agency Legal Agency FCU Agency
Address	delhi	Phone No	9967596463
Email	shree@gmail.com	Head Office "	Mumbai 👻
Region *	Delhi-NCR	Area Location *	Dethi Ghaziabad Gurgaon Noida
Status *	select Select Active Inactive	Save Cancel	

Legal Agency	~				
10 v records per page	Tent		Search all columns:		
Barcode Number	Customer Name	Product Type	Agency Name		Edit
6105663776	Ramesh Kumar	HL	Delhi, shreepadnew agency	B	×
Showing 1 to 1 of 1 entries			Delhi, Acuty A Legal Arena Delhi, Arvind Krishen & Associates Delhi, Divian & Company Delhi, Excel Law Group Delhi, Intellective Law Office Delhi, Juris NextGen Law Offices Delhi, Juris NextGen Law Offices Delhi, Dufstation Delhi, PK Sinha & Associates Delhi, Astrepadnew agency Delhi, Astrepadnew agency Delhi, Tarun Sharma & Partners	Terriour	